



DEPARTMENT OF THE ARMY

6th AREA SUPPORT GROUP

UNIT 30401

APO AE 09107-0401

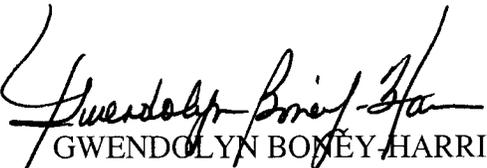
08 JUN 2004

AESG-AG

MEMORANDUM FOR All personnel receiving ration cards from the 6th Area Support Group

SUBJECT: 6th ASG Command Policy Letter 30, Ration Card Turn-in Program

1. This policy letter ensures proper accountability and proper destruction of ration cards upon termination of employment or PCS of military and civilian employees.
2. Ration cards are a controlled item and are issued under strict guidelines. It is extremely important that positive control is maintained at all times. Ration cards are required to be destroyed when eligibility is terminated, for example separation, PCS, etc.
3. Effective immediately, supervisors will ensure that the ration cards of civilian employees scheduled for termination, PCS, resignation, or other means of separation, are collected and turned-in to the Adjutant's office, Bldg 3315, for proper disposition. Supervisors of military personnel will ensure that the soldier has properly cleared HHC, 6th ASG, to ensure ration card turn-in.
4. Point of contact for this policy is the Adjutant's Office at DSN 421-2161.


GWENDOLYN BONEY HARRIS
COL, QM
Commanding